



## AGENDA of the February 2020 General Council Meeting

Claude T. Bissell Building, 7th floor student lounge  
27 January, 2020 | 5:00-7:00 PM

1. **Call to Order**
2. **Roll Call**
3. **Land Acknowledgement**
4. **Approval of Agenda<sup>1</sup>**
5. **Approval of December 2019 MISC General Council Meeting Minutes<sup>2</sup>**
6. **Old Business (none)**
7. **Proposed Changes to MISC Roles<sup>34</sup>**
8. **Executive Reports**
  - 8.1. Report of the President
  - 8.2. Report of the EVP
  - 8.3. Report of the VP-Operations
  - 8.4. Report of the VP-Finance
  - 8.5. Report of the VP-Academic Affairs
  - 8.6. Report of the VP-Communications
  - 8.7. Motion to approve Executive Reports<sup>5</sup>
9. **Committee & Representative Reports**
  - 9.1. MISC-MUSSA Liaison

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<sup>1</sup> **4.) MOTION:** BIRT that the MISC General Council approve the agenda as presented.

<sup>2</sup> **5.) MOTION:** BIRT that the MISC General Council approve the December 2019 MISC General Council meeting minutes as presented.

<sup>3</sup> **7.1.) MOTION:** BIRT that the MISC General Council approve the changes to the VP Operations, VP Communications, and First Year Social Representative as is outlined below.

<sup>4</sup> **7.2.) MOTION:** BIRT that the MISC General Council approve the creation of two (2) International Student Representatives; one First Year position, one Upper Year position.

<sup>5</sup> **8.7.) MOTION:** BIRT the MISC General Council approve the Executive reports as presented.

- 9.2. Social Committee
- 9.3. Survey Committee
- 9.4. Mental Health Committee
- 9.5. Professional Development Committee
- 9.6. Faculty Council
- 9.7. Alumni Association Representative
- 9.8. Graduate Students' Union Representatives
- 9.9. Tech Fund Representatives
- 9.10. Inforum Users' Advisory Committee
- 9.11. Motion to approve Committee & Representative Reports<sup>6</sup>

**10. Working Groups**

- 10.1. Accessibility Interests Working Group
- 10.2. Diversity Working Group
- 10.3. Part-Time Students' Working Group
- 10.4. Motion to approve Working Group Reports<sup>7</sup>

**11. New Business**

**12. Other Discussion/Questions**

**13. Announcements**

**14. Adjournment**

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<sup>6</sup> **9.11) MOTION:** BIRT the MISC General Council approve the Committee & Representative reports as presented.

<sup>7</sup> **10.4) MOTION:** BIRT the MISC General Council approve the Working Group reports as presented.

### **3. Land Acknowledgement**

We wish to acknowledge that we are on the traditional territory of many nations including the Mississaugas of the Credit First Nation, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 signed with the Mississaugas of the Credit, and the Williams Treaties signed with multiple Mississaugas and Chippewa bands.



# February 2020 MISC General Council Meeting Minutes

Claude T. Bissell Building, 7th floor student lounge  
27 February 2020 | 5:00-7:00

## Roll Call

Name/Position	Present	Regrets	Absent
<b>Patty Facy</b> (President)	x		
<b>Katy Czajkowski</b> (Executive Vice President)	x		
<b>McKinzey Manes</b> (VP Operations)	x		
<b>Jason Batten-Carew</b> (VP Finance)	x		
<b>Nicholas Lindsay Lewis</b> (VP Academic Affairs)	x		
<b>Gaurav Bamezai</b> (VP Communications)			x
<b>Abigael Krueger</b> (Social Co-Chair)			x
<b>Laura Windhorst</b> (Social Co-Chair)	x		
<b>Sharon Lam</b> (Upper Year Survey Committee Co-Chair)	x		
<b>Grace Chen</b> (First Year Survey Committee Co-Chair)	x		
<b>Val Masters</b> (Upper Year MH Committee Co-Chair)	x		
<b>Lena Zhao</b> (First Year MH Committee Co-Chair)			x
<b>Akram Wahdan</b> (Upper Year PD Co-Chair)			x
<b>Savannah Li</b> (First Year PD Co-Chair)	x		
<b>Sydney Stype</b> (MISC-MUSSA Liaison)		x	
<b>Cher-Ann Chai</b> (Alumni Association Representative)	x		
<b>Jessica Peng</b> (First Year Social Committee Representative)	x		
<b>Maya Pasternak</b> (Tech Fund Representative, Upper Year)		x	
<b>Vipasha Shaikh</b> (Tech Fund Representative, Upper Year)			x
<b>Robyn Forman</b> (GSU Representative)	x		
<b>Lily Clarke</b> (Faculty Council Representative)			x
<b>Wing Lam Tse</b> (Faculty Council Representative)	x		

<b>Eric Hanson</b> (Faculty Council Representative)	<b>x</b>		
<b>Jillie Reimer</b> (Faculty Council Representative)	<b>x</b>		
<b>Kaitlyn Simpson</b> (Faculty Council Representative)	<b>x</b>		
<b>Victoria Yang</b> (Faculty Council Representative)	<b>x</b>		
<b>Guests (Present):</b> Andrew and Megan			

## Agenda/Minutes

### 1. Call to Order

*Meeting comes to order at 5:09 PM.*

### 2. Roll call (see page 1)

### 3. Land Acknowledgement by Adrian.

### 4. Approval of Agenda

**MOTION:** BIRT the MISC General Council approve the agenda as presented.

MOVED: Cher-Ann                      SECONDED: Sharon

**CARRIED/FAILED**

### 5. Approval of December 2019 MISC General Council Meeting Minutes

**MOTION:** BIRT the MISC General Council approve the December 2019 MISC General Council meeting minutes as presented.

MOVED: Laura                              SECONDED: Savannah

**CARRIED/FAILED**

### 6. Old Business (none)

### 7. Proposed Changes to MISC Roles

**7.1 MOTION:** BIRT that the MISC General Council approve the changes to the VP Operations, VP Communications, and First Year Social Representative as is outlined below.

MOVED: Val                                      SECONDED: Laura

**CARRIED/FAILED**

**7.2 MOTION:** BIRT that the MISC General Council approve the creation of two (2) International Student Representatives; one First Year position, one Upper Year position.

MOVED: Laura                                      SECONDED: Cher-Ann

**CARRIED/FAILED**

### 8. Executive Reports

#### 8.1 Report of the President (attached)

Action item: President to look into cleaning furniture.

Action item: President to specify summer project (re: student lounge?).

Action item: President to reevaluate sticker pricing.

**8.2 Report of the EVP**

EVP requests exit reports be turned in at end of April

**8.3 Report of the VP-Operations (none)**

**8.4 Report of the VP-Finance (attached)**

**8.5 Report of VP-Academic Affairs (none)**

Note from President: VP Academic Affairs met with someone from the LIS concentration recently. Reminder that anyone who wishes to should attend the focus groups.

**8.6 Report of the VP-Communications (none)**

**8.7 MOTION:** BIRT that the MISC General Council approve the Executive reports as presented.

MOVED: Val                      SECONDED: Laura

**CARRIED/FAILED**

**9. Committee & Representative Reports**

**9.1 MISC-MUSSA Liaison (attached)**

Question: Why has the admission rate for MMSt dropped to 30 students?

**9.2 Social Committee (attached)**

Action item: social committee to hold naming contest for end of year formal and survey for location of after party.

**9.3 Survey Committee (attached)**

Request for feedback on student survey.

**9.4 Mental Health Committee (attached)**

**9.5 Professional Development Committee (attached)**

**9.6 Faculty Council Representatives**

Faculty Council is going to start a TRC working group - any student can join. Self study of iSchool now, followed by external review. TALINT opportunities for underrepresented students to be created.

Action: President to connect Victoria to Diversity Working Group and

**9.7 Alumni Association Representative (attached)**

**9.8 Graduate Students' Union Representatives**

Someone impeached again, and OISE issue ratified.

**9.9 Tech Fund Representatives (attached)**

**9.10 Inforum Users' Advisory Committee**

**9.11 MOTION:** BIRT the MISC General Council approve the committee and representative reports as presented.

MOVED: Cher-Ann      SECONDED: Grace

**CARRIED/FAILED**

**10. Working Groups**

**10.1 Accessibility Interests Working Group (attached)**

**10.2 Diversity Working Group (attached)**

**10.3 Part-Time Students' Working Group (attached)**

**10.4 MOTION:** BIRT the MISC General Council approve the Working Group Reports as presented.

MOVED: Savannah      SECONDED: Eric

**CARRIED/FAILED**

**11. New Business**

None.

**12. Other Discussion/Questions**

Question about incorporating or informing students of exercise resources/breaks available on campus.

Eric has been working with the Business Design Club at Rotman.



New theme for the student conference is Hindsight 20/20. Question about scheduling conference for near the time of the end of year formal.

**13. Announcements**

**14. Adjournment**

**MOTION:** Be it resolved that the meeting be adjourned.

MOVED: Nick                      SECONDED: Laura

**CARRIED/FAILED**

*The meeting is adjourned at 6:36 PM.*

## 7. Proposed Changes to MISC Roles

### Summary of changes to roles

	Current	Suggested Formal Change	Rationale
<b>President</b>	<ul style="list-style-type: none"> <li>- social media management</li> <li>- creation of promotional material for MISC events/activities</li> <li>- maintenance of MISC calendar</li> <li>- [other stuff]</li> </ul>	<ul style="list-style-type: none"> <li>- social media management <b>in collaboration with VP Comms</b></li> <li>- maintain MISC calendar, <b>in collaboration with VP Communications</b></li> </ul>	<p>Social media/promo work falls under purview of VP Comms. Makes sense for President to manage calendar and social media as they will know everything going on, but collaboration with VP comms is needed to lighten the workload.</p>
<b>VP Operations</b>	<ul style="list-style-type: none"> <li>- taking meeting minutes and making sure they are posted to website</li> <li>- lounge bookings</li> <li>- CRO for MISC elections and referenda</li> <li>- maintenance of MISC records</li> </ul>	<ul style="list-style-type: none"> <li>- taking meeting minutes and making sure they are posted to website</li> <li>- lounge bookings</li> <li>- CRO for MISC elections and referenda</li> <li>- maintenance of MISC records</li> <li>- <b>updates to MISC website</b></li> <li>- <b>recordkeeper of MISC credentials</b></li> </ul>	<p>Balancing out workload between vp operations and vp comms. Website is static and can be time consuming to update but only is done once every often. Social media/MISC communications are more dynamic and a lot of work. Also, MISC credentials would fall under record keeping responsibilities of VP Operations.</p>
<b>VP Communications</b>	<ul style="list-style-type: none"> <li>- MISCy Business newsletter</li> <li>- Updates to website</li> </ul>	<ul style="list-style-type: none"> <li>- MISCy Business newsletter</li> <li>- <b>creation of promotional material for MISC events/activities</b></li> <li>- <b>social media management and promotion</b></li> <li>- <b>maintain MISC calendar, in</b></li> </ul>	<p>Operationalizing the changes made to to VP Comms role last year, which were not done formally. In previous years, VP Comms role was only Webmaster. Changes were made last year to broaden role</p>

		collaboration with President	to one of managing all MISC communications, so that it is centralized.
<b>International Student Reps (1 upper year, 1 first year)</b>	- N/A - does not exist yet	<ul style="list-style-type: none"> <li>- Represent the needs of international students at ischool</li> <li>- student members of international student working group at ischool</li> <li>- liaisons between international student body and ischool faculty, staff, and MISC General Council</li> <li>- collaborate with misc committees to host events for international students as needed</li> </ul>	There are no dedicated international student reps on MISC. While many MISC members are international students themselves, their workloads might be too much to support these additional responsibilities. Creating new positions means that individuals are specifically tasked with international student needs and initiatives.
<b>First Year Social Rep</b>	- assist social committee co-chairs with planning and execution of events	<ul style="list-style-type: none"> <li>- assist social committee co-chairs with planning and execution of events</li> <li>- be responsible for making sure the 5th floor MISC board is decorated at least twice each semester</li> </ul>	Difficult for Co-chairs to manage board decoration on top of regular event work. Would also be good to give FY social rep their own responsibility they can take the lead on

**Proposed changes to constitution text**

Blue = new addition

Red ~~striketrough~~ = removal

**PROPOSED MOTIONS:**

7.1. BIRT that the MISC General Council approve the changes to the VP Operations, VP Communications, and First Year Social Representative as is outlined below.

7.2. BIRT that the MISC General Council approve the creation of two (2) International Student Representatives; one First Year position, one Upper Year position.

**4.2.6. The Vice-President, Operations shall:**

- 4.2.6.1 take minutes at meetings of the General Council and Executive Committee which shall be retained as per records management practices.
- 4.2.6.2 be responsible for making the minutes of General Council and Executive Committee meetings available to the Membership by way of the website.
- 4.2.6.3 [be accountable for the maintenance of MISC's website](#)
- 4.2.6.4 act as Chief Returning Officer (CRO) for General Council elections unless there is a conflict of interest, as is outlined in article 5.

- 4.2.6.5 be accountable for the maintenance of MISC's electronic records [and credentials](#), including but not limited to classification schemes, disposition schedules, and/or naming conventions. (See article 10).
- 4.2.6.6 [Maintain a directory of contact information of the members of the General Council, as well as any information necessary to enact any clause of this document.](#)

**4.2.9. The Vice-President, Communications shall:**

- 4.2.9.1 be accountable for ensuring MISC's presence on the web is up to date and accurate
- 4.2.9.2 [coordinate with members of MISC to create promotional material for MISC events and initiatives](#)
- 4.2.9.3 [be responsible for maintaining an active social media presence on behalf of MISC and promoting MISC events and activities through MISC channels.](#)
- 4.2.9.4 [in collaboration with the President, maintain the MISC Calendar of events and activities available on the MISC website.](#)
- ~~4.2.9.5 be accountable for the maintenance of MISC's website~~

~~4.2.9.6 be accountable for educating and training general council on the use of the website and other web-based technologies, as needed.~~

4.2.9.7 be responsible for enabling a seamless flow of information among and between General Council, the membership, and/or the public at large; be responsible for promoting MISC's events via the website

~~4.2.9.8 Maintain a directory of contact information of the members of the General Council, as well as any information necessary to enact any clause of this document.~~

#### **4.4.1.3 First Year Social Representative**

4.4.1.3.1 Shall serve on the Social Committee and assist the Social Co-Chairs with the execution of social events.

4.4.1.3.2 Shall be responsible for decorating the MISC promotional board on the 5th floor elevator area of the Bissell building at least two (2) times during each semester.

#### **4.4.1.8. International Student Representatives (1 upper year, 1 first year)**

4.4.1.8.1 Must be a registered international student in the Master of Information program.

4.4.1.8.2 Act as the liaisons between the international student body, staff and faculty in the Faculty of Information, and the MISC General Council.

- 4.4.1.8.3 Will collaborate with MISC committees to host events and activities for international students as needed.

# President's Report

## February 2020 MISC General Council Meeting

### Quick Updates

- Will be working with Tech Fund on referendum logistics.
- Met with Nadia Caidi about International Student Representative idea. She and student services are supportive so MISC is going through with plan to create two new positions.
- Working with Savannah and Akram to get the Employer Showcase planned.
- Faculty Council voted to create a working group to address the TRC commitments. Will be meeting with Executive Committee in the next week or two to discuss terms of reference. The DWG has done a lot of work/research on this as well and I'm hoping for their input on TRC
- Quercus grade issues: student services have processed a number of amendments requested by students and has sent additional instructional emails to faculty to make sure they know how to use backend properly. Anna Oh will be checking in with faculty moving forward to make sure these issues don't happen again.
- AGM/Town hall date set for Thursday March 19, 4:15-5:45pm. The Dean and Student Services will attend/present.
- No new updates on new graduation awards.

### Hart House Farm Trip

- Success and so much fun! We had 26 students attend
- Projected total trip cost: \$1200, last year's trip cost was \$2200
- Actual trip cost (after expenses and ticket sales): **\$1156.04**
- Big thanks to Sharon, Katy, Gaurav, Cher-Ann, McKinzey for being MISC volunteers on the trip.

### Bake Sale for Wet'suwet'en

- We raised \$1541.25 !!! (\$564.25 in cash, \$976.99 by card)
- Sold 33 raffle tickets

### Student lounge revitalization project update

#### Planned progress:

- ~~Mid-late December: purge unwanted or broken materials, tidy up space, assess which items are worth keeping in the space~~
- ~~Early-mid January: source new appliances and materials, submit requests to Tech Fund~~
- Late January/early February: install new appliances and materials

#### Current updates:

- Ordered ~\$700 worth of tech from the Tech Fund: microwaves, kettle, dongles, whiteboard materials. Waiting for things to arrive.



- Discussed with Curtis the possibility of replacing Smartboard with another screen. It would be prohibitively costly and time-consuming to replace, so instead we will requested a selection of dongles to easily connect
- Sharon and Grace came up with mockups of new possible layouts for the space. These could be configured with existing furniture or possibly new furniture
- There is the possibility of purchasing new furniture but requires time to meet with vendors and will likely be costly. I don't think new furniture is a realistic goal for this year, but I would recommend that next year's council take on new furniture if they feel it would be worthwhile.
- **Reminder that the Dean did still commit to fund student lounge changes to match the amount that the Tech Fund spends!**

## Merchandise

- We will be ordering:
  - Grey crewnecks with modern logo - sale cost \$25
  - Navy/grey crewnecks with classic logo - sale cost \$25
  - "I am a Master of Information" stickers - \$1/each; \$3 for 5; \$10 for 10
  - Tote bags with modern logo - sale cost \$8
- Will likely ask from volunteers from Council to help sell merchandise in March

Category	Item	Budget	Currently Spent
<b>General</b>			
	Meeting Food	\$ 1,000.00	\$ 937.48
	Bank Fees	\$ 96.00	\$ 96.59
	Audit Fee	\$ -	\$ -
	Office Supplies	\$ 300.00	\$ 283.71
	Contingency (5-10%)	\$ 1,250.00	\$ -
	Projects	\$ 2,000.00	\$ 2,666.58
	Awards & Recognition	\$ 100.00	\$ 181.51
<b>Social Committee</b>		\$ 9,000.00	\$ 3,298.46
<b>Prof. Dev. Committee</b>		\$ 2,000.00	\$ 202.38
<b>Survey Committee</b>		\$ 300.00	\$ 150.00
<b>Mental Health Committee</b>		\$ 1,000.00	\$ 163.42
<b>SSI Funding</b>		\$ 6,000.00	\$ 1,106.69
<b>Working Groups</b>			
	Accessibility	\$ 600.00	\$ 32.97
	Diversity	\$ 600.00	\$ 89.28
	PT Students	\$ 600.00	\$ -
<b>Total:</b>		\$ 24,846.00	\$ 9,209.07
<b>Remaining:</b>		\$ 154.00	
Last Updated: Feb 25, 2020			

## **MISC MUSSA Liaison Report - February 2020**

- Students feel that there is a big divide between MMSt and FIAA when it comes to activities
  - Partnering with MISC and FIAA for events, however MMSt still feels forgotten
- Wendy has asked for the focus to be on MI with admissions and not MMSt, especially due to the fact they're dropping the number of MMSt students being admitted from 40 to 30
  - All the material going out completely neglects MMSt
- Worries about what will happen to iSkills with the changes in Inforum staff

# Social Chairs February 2020 Report

February 24, 2020

Abbey & Laura & Jessica

This month we:

- will put on 2 events
- Continued booking/planning informal

## **Breakdown of Events:**

### **Free Valentines Breakfast: Feb 13th**

We had coffee, muffins, croissants, and apples available for students on Thursday morning for Valentine's day. This was a hit, students were happy for the surprise and everything got eaten. We did not advertise this event because we found that last semester we had a lot of students from outside the faculty attend this event.

**Number of students attended:** 60-70

**Total cost:** \$150 (approx)

### **Pub Night @ The Green Room: Feb 26th**

JOIN US TONIGHT! We will be hosting a pub night once a month at a different location. This month it is at The Green Room. The Green Room has long been an institution in Toronto for cheap drinks and bars food, with a great atmosphere. Bring your friends and join us for a fun night out! The event is from 8 pm -late. Tell your friends and classmates, we hope to see you there!

**Number of RSVPs:** 0 (last month we had 2 non-MISC students come to the event and a total of 10 people)

**Total cost:** \$0

# Survey Committee Co-Chairs' Report

## February 2020 MISC General Council Meeting

### January Work Items (Major)

- **PD: Employer Showcase Survey**
  - January 20 - February 5 (2 weeks)
  - 21 responses
  - Survey results given to PD Committee

### February Work Items (Major)

- **Part-Time Working Group Survey**
  - February 3 - February 18
  - 38 responses
  - Survey results given to MISC Part-Time Working Group
- **International Student Survey**
  - February 3 - February 29 (extended)
  - Survey results to be given to MISC Executive Board and International Student Engagement Committee
- **Tech Fund Survey**
  - February 24 - March 9
  - Survey results to be given to Tech Fund Reps
- **Annual Student Experience Survey**
  - Met with key iSchool stakeholders to discuss goals and contents of survey
    - Stephanie Rose, Sherry Dang, Min Kang, Julietta Mikaelyan
  - Details
    - *Projected start date:* early March
    - *Promotion:* Inforum kiosks+poster, posters (full-size, colour), MISC-y Business, iSchool Weekly
      - Potential avenues: MISC FB/IG, class/professor announcements, TVs
    - *Prizes:* \$10 Starbucks gift cards, iSchool gear (donated)
      - Suggestions/ideas?
      - Possibility for MISC gear / Tech Fund prizes?
  - Drafted survey given to MISC General Council for Feb 26 meeting
    - [Link to Draft Survey](#)
    - Questions/comments/suggestions/concerns?

### Other Work Items (Minor)

- Contacted winners for prizes/gift cards (3 for PD, 3 for Part-time)

## General Announcements

- **MISC's annual student experience survey** will be sent out in early March and run for 2-3 weeks, so if you have survey needs in the remainder of the year, please plan not to have it released during this time. Thanks!

## Budget

Past Items	Cost	Notes
Inforum	\$50	Five \$10 Starbucks gift cards
Accessibility	\$15	Three \$5 Starbucks gift cards
Student Lounge	\$15	Three \$5 Starbucks gift cards
iSchool Fun Facts	\$0	Funded by Student Services
Yoga	\$10	Two \$10 Starbucks gift cards
Social Committee	\$15	Three \$5 Starbucks gift cards
Part-time Students	\$15	Three \$5 Starbucks gift cards
Professional Development	\$15	Three \$5 Starbucks gift cards
<b>Running Total</b>	<b>\$135</b>	
Planned Items	Cost	Notes
International Students	\$15	Three \$5 Starbucks gift cards
Tech Fund	\$0	Funded by Tech Fund
Annual Student Experience	\$50	Five \$10 Starbucks gift cards, iSchool gear (donated by iSchool)
Final Survey Raffle	\$80	Gift cards, iSchool/MISC gear
<b>Planned Total</b>	<b>\$145</b>	
<b>Projected Total</b>	<b>\$295</b>	\$5 left from \$300 allotted budget

## **Mental Health Committee (iStudents for Mental Health)**

### **February 2020 MISC Report**

**Val** Masters—Upper year co-chair

**Lena** Zhao—First year co-chair

**Robyn** Forman—Consultant

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### **2020 Schedule of Upcoming Events**

#### **iColour**

**February 27, 4-6pm (TOMORROW!)**

**BL 705 (Student Lounge)**

Colour is an integral part of our mental perceptions and experiences in the world. iColour is a drop-in colouring and painting workshop that provides a mindful space for iSchool students to meditate, destress, and explore the mind with colours. Art supplies provided. Any iSchool community members are welcome to attend.

#### **iShare #2: Mental Health at the iSchool: Barriers & Resources**

**March 5, 12-1pm**

**BL 728**

This iShare session is for all iSchool students, faculty, and staff. It will be facilitated by Lena Zhao and Val Masters, co-chairs of iStudents for Mental Health. The aim is to open up the conversation around mental health and identify barriers to mental health and wellness for different segments of the community (e.g. part-time students, commuters, international, LGBTQ+, BIPOC, and more).

#### **Homelessness and Mental health: An Interactive Web Training by Ryan Dowd**

**March 12, 3:45-7pm**

**BL 705 (Student Lounge)**

This interactive training will teach participants why homeless individuals do what they do and the practical tools for resolving problems and de-escalating conflict. After this training, participants will have more confidence with homeless patrons. This training is based on the ALA book, "The Librarian's Guide to Homelessness". Ryan Dowd is a licensed attorney and the executive director of Hesed House, a large homeless shelter in the Chicago Area. Ryan provides professionals with the tools to confidently and compassionately work with troubled individuals.

#### **iShare #3: Mental Health in the Workplace**

**March 26, 12-1pm**

**BL 307 (Former Interaction and Usability Lab)**

The final iShare session of the semester is intended to open up conversations around mental health beyond graduate school. This session will be most useful for second-year students and others entering the workforce, but would greatly benefit from the input of students, faculty, and staff with experience navigating this issue.

# MISC Feb. 2020 Report - Professional Development Committee

Akram and Savannah

## **Employers Showcase**

PD Committee met Patty on February 13, 2020 to further discuss the Employer Showcase. Another meeting is scheduled with Julie on Thursday, Feb 27, to discuss more logistics for the event.

Below is some updated information about the event:

- Date: March 17, 2020
- Time: 4:00 - 6:00 pm
- Location: 4th floor, Inforum Library

Below are pending items for the committee:

- Employers' list: Julie has sent invitation to 60+ employers; we hope to confirm the participating employer's list by the end of Feb

Below are remaining action items for the committee:

- Volunteers on the day: plan to send out invitation by the end of Feb
- Catering: confirming with Pegasus Campus Catering; hope to confirm the order by the end of Feb
- Network 101: we hope to host a session to prepare students for making meaningful connections with organizations at the showcase event

## **Workshops and Info Sessions**

- Headshot sessions: with the help from Jessica, we managed to host two sessions on Feb 5&12 and helped 16 students with their professional headshots. We hope to host a few more in March, offering different time slots
- Drop-in clinics: we hosted drop-in clinics on Feb 6&13 and met 6 students, helping their resume, cover letter and interview preparation. We are hoping to keep it as a weekly session.
- Info Sessions: we managed to secure 4 info sessions with professionals from public, private and NPO sectors. They are MI alumni working in IA consulting, prospective research, academic librarianship, and project management. We hope these sessions could help students learn some in-depth insights and connect with professionals.



Speaker	Event Title	Date and Time
Calvin Tennakoon	AI and Consulting, Calvin Tennakoon from Omnia AI	Wednesday, Feb 26, 12:00 - 1:00 pm
Katherine Scott	Research beyond Academia	Wednesday, Mar 4, 12:00 - 1:00 pm
Jake Miller	Launching an Adventurous Career with an Unknown Degree	Friday, March 13, 12:00 - 1:00 pm
Kate Johnson	Academic Librarianship with Kate Johnson	Friday, Mar 20, 12:00 - 1:00 pm

[ ] Rotman design club: IBM fieldtrip, design studio; March 6th



# Tech Fund Report

February 26, 2020 // Prepared for MISC

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## Summary of Recent Approved Funding

- MISC support
  - Request No. 37: Label Maker (\$40)
  - Bakesale prizes (approx. \$400)
- Accessibility Arcade in the KMDI lab
  - Request No. 38: Gaming Computer (\$2,000)
- Student Lounge Revamp Project
  - Request No. 39: 2 Microwaves (\$700)
  - Request No. 40: Kettle (\$25)
  - Request No. 41: Whiteboard Markers (\$15)
  - Request No. 42 & 43: 5 Extension Cords (\$70)
- World Information Architecture Day Symposium 2020
  - Request No. 44/45: Live captioning, participant notebooks (\$1393)
- TF Internal
  - TF survey prize (approx. \$200)

We are currently in touch with Curtis and Kathy, who are coordinating these purchases on our behalf, so some of these have been purchased/invoiced, and others are still in the pipeline. We don't have an exact model decided for the gaming computer (have to touch base with Adriann to confirm), so that will take longer than some of the other requests.

## Activity Highlights

- Our First Year rep, Emily, has stepped down due to personal commitments
- We distributed a survey this week to gauge student satisfaction with Tech Fund
- We will use results to draft the referendum question posed to student body
  - Reminder: Referendum poses the question:  
**Continuity of the Tech Fund Levy:** [amounts to be determined by Tech Fund reps, for example: \$50 per annum (full-time students) and \$25 per annum (part-time students)]



## Upcoming Referendum Steps

Upcoming Tasks	Deadline
Create a referendum statement for Tech Fund approval	Late February 2020
Prepare final referendum statement for MISC and MUSSA approval	Early March 2020
Begin full advertising campaign for referendum (work with Savannah Sewell): posters, MISC/MUSSA emails, websites, student reps in-class announcements, etc.	
Coordinate with MISC for voting online	Early March

## Budget Status

2019/2020 Budget	\$57,964.00
Amount Spent	\$18,515
Projected Spending	\$4,712.95
Budget Remaining	\$39,753.52
Total Tech Fund Account Balance	\$147,289.66*

*\*note: to the best of our knowledge. Vipasha still to confirm with Kathy if the decision on the Student Choice Initiative has lead to an increase in funds.*

# MISC February 26th AIWG Report

Adrian Petterson

## Lunchtime Talks

- Access Librarian February 28th 12pm Room 307
- Tangled Arts Studio Field Trip March 17th 12:30pm
- SBA Accessible Events Workshop March 18th (tentative)

## TEAL Classroom

- Trip to POI with Olivier
- Testing and reviews of new chairs
- Suggestions for TEAL teaching

## Lunchtime Movie viewing

- March 11, 4pm

## Conference

- All speakers confirmed
- Inforum booked for the 4th of April 10am-5pm
- 5 professors confirmed
- Partnered with SBA
- Looking for funding
  - Microsoft may support us

## **DIVERSITY WORKING GROUP REPORT TO MISC**

**Report submitted for Wednesday, February 26 MISC Meeting**

### **EVENTS**

The MISC Diversity Working Group will be hosting two events in the next month.

#### **SYLLA-BYE: A DECONSTRUCT-A-THON**

Let's ~diversify~ our syllabi! Join the MISC Diversity Working Group on March 5, 2020 as we deconstruct the syllabi and reading lists of iSchool courses! We'll be working together to include BIPOC authors, voices, and research in our syllabi so, please, bring your past or current syllabi with you. We hope to create a report with our additions for the faculty of the iSchool.

Date: March 5, 2020

Time: 5:30 - 7:30PM

Location: BL 520 - Bissell Building, 140 St. George Street, Toronto, ON

Eventbrite: <https://www.eventbrite.com/e/sylla-bye-a-deconstruct-a-thon-tickets-96555503109>

#### **Diversity Working Group Social: DANCE PARTY**

**Date:** Thursday, February 27<sup>th</sup>

**Time:** 5:00 – 7:00

**Location:** The room on the 5<sup>th</sup> floor with windows for walls

**Food:** Pizza, and probably pie

**Dress code:** We will be *seriously* dancing. Like, super serious. Dancing alone in your room serious. Please dress accordingly.

### **OTHER INITIATIVES**

A few members are also continuing to work with Faculty with regards to the iSchool's commitments to the TRC's Calls to Action, including joining the iSchool's newly announced TRC Working Group.

## Part Time Students Working Group – Report For Feb 26

NOTE: We will be providing a full report once we've had a chance to analyze the data

37 Respondents – CAVEAT – THESE ARE PRELIMINARY NUMBERS SUBJECT TO CHANGE

- In field Jan/Feb
- Most popular concentration for our respondents was LIS , followed by UXD , KMIM, ARM & ISD
- 57% under the age of 30, 43% are over the age of 30 – 22% are over the age of 40
  - Mean age of about 37.
- 86% are employed
  - 59% of those are employed full-time (35+ hours a week), 27% part-time (less than 35 hours a week)
  - 48% of those who are employed are employed by the University of Toronto
  - Most employed students claim that their employers are supportive of their efforts to get a MLIS degree, either by allowing them to make up hours, flexile work arrangements, providing, tuition wavers, etc,
  - Troublingly, 24% state that their employer is not supportive of their efforts or are “unaware”
  - Reasons for entering the program are also career focused for a plurality of our respondents - 46% said they came to the iSchool for “Skill upgrading/retraining”, with other popular answers focused on “career change” and “advancement in my field requires an advanced degree”
- When asked how the iSchool could help out part-time students to alleviate the issues they faced, many expressed a preference for arrangements that worked with a full time work schedule, such as offering pre-requisites for programs only from 6-9 PM and less group work/group work alternatives such as in-class time (both issues put a lot of pressure on their work schedules), more clarity and information around PT fees/admin, and opportunities for PT students to get involved with co-op/internship/placements
- - When asked how the PT working group could help, many talked about the group working as an advocate/voice for PT student issues, opportunities for more socials and opportunities to share information amongst PT students
- Moving forward, we'll be taking a closer look at these survey results to build the foundation of the PT working group and look at how we can action some of these suggestions